

**MINUTES  
GREEN BAY PLAN COMMISSION  
Monday, March 24, 2014  
City Hall, Room 604  
6:00 p.m.**

**MEMBERS PRESENT:** Maribeth Conard–Chair, Linda Queoff-Vice Chair, Sidney Bremer, Ald. Jerry Wiezbiskie, Jim Reck, Tim Gilbert, Tim Duckett

**MEMBERS EXCUSED:**

**OTHERS PRESENT:** Dan Lindstrom, Nic Sparacio, Paul Neumeyer, Bill Lockery, Jesse Michalski, Joe Prosser, Dave Pietenpol, Jane Jordan, Paul Van Handle, Keith Lang, Michaela, Ethan, Paige, Hannah, Rhonda Sitnikau, Alexia Wood, Samuel Davis, Sarah Griffiths, Kristin Phillip, Cheryl Renier-Wigg, Pastor Paul Schleis, Brian Johnson, Tony Pichler, Zachary Pate, David Bartikofsky, Bonnie Lutzow, Skip Heverly, Jakori Pate, Jason Kubond, Bobbie Lison, Molly Martzke, Katie Houle, Tina Rybak, K. Obermiller, Sara Wall, Dan Robinson, Ald. Mark Steuer, Ald. Tim De Wane, Jennifer Lenz, Tyler Lenz and Scott Houle

**APPROVAL OF MINUTES:**

Approval of the minutes from the March 10, 2014, Plan Commission meeting

A motion was made by L. Queoff and seconded by S. Bremer to approve the minutes from the January 13, 2014, Plan Commission meeting with the following underlined revisions on Page 3.

S. Bremer added to the Plan Commission minutes on Page 3, 3rd paragraph from the top, should say; “EPA measurable exhaust is minimal”.

Motion carried.

**COMMUNICATIONS:**

**OLD BUSINESS:**

**NEW BUSINESS:**

M. Conard stated that Item #2 will be presented first and anyone wanting to speak tonight must fill out a Green Bay Plan Commission Meeting Comment Slip.

2. (ZP 14-07) Discussion and action on a request to authorize a Conditional Use Permit (CUP) for the installation of a solar photovoltaic system on the front roof of 846 Ninth Street, submitted by Jesse Michalski, Eland Electric, on behalf of Janet M. Hinkfuss, property owner. (Ald. James Warner, District 9)

D. Lindstrom stated this is similar to a request that was brought before the Plan Commission last year. The location of the proposed system is 846 Ninth Street, just west of Ashland Avenue. They are proposing placing the system on the south and street facing roof, which will take up about 2/3 of the roof. Staff did receive 4 calls regarding the request. Two were for informational purposes and two in support of the request. Staff is recommending approval of

the request with one condition; the location and position of the solar system shall not interfere or cause glare to pedestrian or vehicular traffic.

M. Conard suspended the rules and opened the floor for public comments.

Jesse Michalski – 1000 Hillcrest Drive, Kaukauna, WI: J. Michalski stated he was there to answer any additional questions the commission had.

A motion was made by S. Bremer and seconded by T. Duckett to approve the request for a Conditional Use Permit (CUP) for the installation of a solar photovoltaic system on the front roof of 846 Ninth Street subject to compliance with Chapter 13-1611 (c)(1),(d),(e),(f) Development Standards – Solar Energy Systems and the following condition:

- a. Location and positioning of the solar energy system shall not interfere or cause reflection (glare) to pedestrian or vehicular traffic.

Motion carried.

1. (ZP 14-08) Discussion and action on a request for a Conditional Use Permit (CUP) to authorize an educational use within a Light Industrial (LI) District for New Visions Lutheran Social Services (LSS) Daytime Resource Center, 100 East Mason Street, submitted by Jane Jordan, Lutheran Social Services of Wisconsin and Upper Michigan, LLC. (Ald. Tim De Wane, District 4)

N. Sparacio described the location of the site near S. Adams Street, the Mason Street Bridge, and the Fox River Trail. The proposed use of the property is a Daytime Resource Center where educational and other social services will be offered for those in need. The stated intent is that this site serve the community; however, the homeless is clearly a primary focus in this request. The HOPE (Homelessness Obliges Planning Effort) Task Force was involved in the planning and strategizing for the resource center, and there has been coordination with the temporary emergency shelter located nearby.

N. Sparacio explained the Comprehensive Plan and zoning designations for the area. In the long range plan, the intent is for this site to become part of the Fox River Trail and Parkway. Based on the operational plan, there is a strong educational component to the proposed use, so it is being considered as a CUP. The inconsistency with the long range plan can be overcome in that we are looking at this as something short term, if approved.

N. Sparacio explained Staff concerns with the use as proposed: the condition of the building and grounds, the potential for unlawful conduct on the site, the permanence of the use, and most importantly, the quality of the dialogue between the applicants and the neighborhood. Staff finds there is not enough information at this time to make an informed decision and understands that the neighborhood has many unanswered questions and concerns. On this basis the Planning Department is recommending that the request is held over to allow for further communication and problem solving. If the Plan Commission finds that the issues have been adequately addressed tonight, then Staff has prepared these potential conditions of approval:

- a. Compliance is required with all applicable City ordinances including, but not necessarily limited to, site plan and building plan review and approval.
- b. This conditional use approval is limited specifically to the site and operational plans provided with the application. There shall be no alteration or expansion of the use without Plan Commission and City Council approval.

- c. At the discretion of the Common Council, Plan Commission, or the Planning Director, a periodic review may be required by the Plan Commission and Common Council to ensure compliance with this Conditional Use Permit and to identify any areas of concern with the use as the result of police calls or zoning violations.
- d. Unless this conditional use approval expires or is revoked sooner for any other circumstances, it will expire on April 30, 2019. If an extension is desired, a CUP amendment can be applied for at that time.

L. Queoff asked for clarification on the property address. N. Sparacio stated that the address in the city's parcel mapping system is 100 E. Mason Street. This could be changed to reflect the building address of 600 S. Adams Street, and the owner can request the change.

M. Conard asked for the intended use of the warehouse space. N. Sparacio stated that it will be continued to be used as a warehouse.

S. Bremer asked N. Sparacio if he had further information about the intention for building improvements. N. Sparacio stated the commitment so far on the exterior is new windows; most of the work will be on the interior. No other exterior improvements are definite at this time. One area that could use some improvement is the outdoor seating area, which should be made safer and more inviting.

J. Reck asked for clarification of where the main entrance would be located as well as the outside area. N. Sparacio identified these areas on the plan maps.

Ald. J. Wiezbiskie stated he is concerned as the building sits at the entrance to the City Deck and Fox River Trail.

M. Conard suspended the rules and opened the floor for public comments.

Joe Prosser, Dave Pietenpol, Jane Jordan, Paul Van Handle and Keith Lang – Hope Task Force: J. Prosser presented to the Plan Commission the history and goals of the Hope Task Force. Their goals are to address the day-time resource needs of those living in or close to poverty and to open the New Visions Resource Center by June 2014. The Resource Center will provide access to education and resources for anyone in the community. J. Prosser explained the reasons for selecting this location and the benefits that it will provide to the community. An overview of Lutheran Social Services (LLS) was provided by J. Jordan. She explained the services provided to families and communities and the capabilities of their staff and organization. K. Lang explained the benefits of the location of the building as proposed and the plans to address the physical condition of the building. He further explained the quality of the partnership that LLS can bring with its approach and services. P. Van Handle of the Green Bay Police Department explained how other cities in Wisconsin that have these types of centers have been affected. There are some police calls associated with them, but not at a rate that causes concern. Other communities have seen a positive impact with less police calls in their downtown areas.

S. Bremer asked about building and operational details and for a comparison with the Wellspring resource center.

J. Jordan stated that the planned size of the proposed Resource Center is 5,500 square feet. Wellspring is located at 413 Dousman Street and has been in existence for 15 ½ years and was taken over by LSS about 2 ½ years ago. The programing will be similar for both and both are

close to the New Community Shelter. Wellspring is for females only and the New Visions Resource Center will be for a mixed population. She stated one group coming in to offer services, in addition to LSS, will be focusing on overcoming negativity in one's life. Other groups coming in will work on budgeting, nutrition, job application assistance, and celebrations.

J. Reck asked if the Task Force could address the "quality of dialog" and asked if they thought there has been a favorable quality of dialog between New Visions and the Astor Park Neighborhood Association.

J. Jordan stated that quality dialogue to her means truly being able to listen to what is being said and knowing the concerns and how they would be addressed; a mutuality of conversation. They have been working with the Astor Association to address questions they may have.

M. Conard asked if the dialog between the Task Force and the City has been open as well. She also wanted to know why they chose this particular building.

J. Jordan stated there has been open communication with the City; however, we have still been working with the Planning Department. They are looking for a building that will be large enough, with adequate parking, affordable rent, and handicapped access, and there are not many buildings that meet all of these criteria. This building was able to meet the needs of the New Visions Resource Center.

S. Bremer asked what type of landscaping might be used to address the unsightliness of the building.

J. Jordan stated that would be a dialog that would have to happen with the landlord.

Ald. J. Wiezbiskie asked why a daytime resource center could not be located at the existing St. John's facility.

J. Jordan stated the St. John's space is too small, and they want to have a community center that is open to all residents in the community, not just the guests of St. John's. It is also considered a best practice in regaining self-sufficiency that individuals move from one destination to another through the course of a normal day, similar to the process of going to work and other places on a daily basis.

J. Wiezbiskie asked what their goals are in 5 years.

D. Pietenpol stated that this is a short-term location, and he does believe it should become a park in the future. The costs they plan to incur on the facility will be recovered in that 5 year time. Within that 5 year span, they should be able to plan for another location.

Holy Family School Destination Imagination Team – Fisk Street: Michaela, Ethan, Paige, Hannah. These elementary school children presented to the Plan Commission their support for the New Visions Resource Center. This was their community issue for the Destination Imagination program.

Rhonda Sitnikau – 1122 S. Jackson Street: R. Sitnikau was in support of the resource center. She agrees with the need in the community for a daytime resource center.

Alexia Wood – 411 St John Street: A. Wood stated she is a member the HOPE Task Force and director of the shelter at St. John's. She wants to address the question earlier as to why the daytime resource center should not be located at St. John's. She explained that guests leaving the shelter on a daily basis provides motivation to self-sufficiency and expands their network of support. St. John's scope of services does include those that will be provided in a daytime resource center.

Ald. J. Wiezbiskie asked A. Wood if her support for the resource center was so that people have a warm place to stay, or if this was her answer for a daytime facility and daytime training center. He also asked if she sees this as a place for the homeless to congregate even if they are not receiving training, and whether this facility would meet the entire need for a daytime facility. He stated that he does not believe this facility will be a "cure-all" for housing the homeless.

A. Wood stated her support is based on both; a place for them to go and receive training so they can find a job or a permanent place to live. She cannot speak for the daytime center; however, the guests at St John's want a place where they belong and where they can be social. For some it will begin as a social center, but they will also see the value in moving towards self-sufficiency and engage in the programs. Many of their residents at St. John's actually work, so they already have places to go during the day. Even though the center is not set up to serve St. John's, they fully recognize that we are going to be a group for that referral system. They have expectations for their guests; to get back involved in the community.

Discussion continued between Ald. J. Wiezbiskie and A. Wood as to the adequacy of the proposed resource center to meet all the resource needs of the homeless population. Ald. Wiezbiskie stressed his concerns for the impacts on the library and that there is something missing with this proposal. Additional or other locations may be needed to adequately address the number of homeless. A. Wood disagrees and stated that the proposed facility will be adequate.

T. Duckett stated that since Wellspring caters to the female population, there is really not a place in the community for homeless adult males to get skills. He asked for her to break down the male and female population, not including children.

A. Wood stated that they do not serve families and that 25% of their overall population is female. They have seen over a 100% increase in female needs this year, and have seen a decrease in the male population. If they are housing 80 to 90 individuals, then about 20 would be female, and the balance would be males. Some of the males are working and volunteering during the day and would not be going to the resource center.

J. Jordan stated that they are expecting about 50 people per day to attend the resource center. This would happen at various times throughout the day, so they would not necessarily see all 50 people come in at the same time.

M. Conard asked how they would be prepared to handle those who have substance abuse issues or mental health issues.

J. Jordan stated it was the understanding that people would need to be able to handle themselves in the facility.

S. Bremer asked if she thought there would be about 50 new people every day, how many would be from St John's that are female and male.

A. Wood stated that maybe 3 to 4 women from St. John's and for the men, this is just a guess, but there would be 20 to 30 men.

Samuel Davis – 411 St. John Street: S. Davis stated that he has benefited greatly from the shelter at St. John's and he is asking for the Plan Commission to support the daytime resource center.

Sarah Griffiths – 1023 S. Van Buren Street: S. Griffiths stated she is in support of the Center. This is very much needed in the community, and she hopes the CUP is approved.

Kristin Phillip – 1145 S. Van Buren: K. Phillip stated that she is very much in favor of the daytime resource center. She thinks it is a great fit for the Astor Park Neighborhood.

Cheryl Renier-Wigg – 626 S. Jackson: C. Reiner-Wigg stated there are ongoing challenges with the homeless population in the neighborhoods. She stated she is not opposed to the Center, but would like more time to work some issues out. There were a lot of unanswered questions at the Astor Park Neighborhood Annual meeting.

Pastor Paul Schleis – 740 S. Quincy Street: P. Schleis stated C. Reiner-Wigg had just addressed his concerns.

Brian Johnson – 1933 Preble Avenue: B. Johnson stated that he sees the community need for a daytime resource center and supports the request.

Tony Pichler – 1209 Oakwood Avenue, De Pere: T. Pichler stated that he sees the community need for a daytime resource center and supports the request.

Zachery Pate – 411 St. John Street: Z. Pate stated that he has benefited greatly from the shelter at St. John's and he is asking for the Plan Commission to support the daytime resource center.

David Bartikofsky – 159 N. Broadway: He stated he is a member of the Homeless Task Force and is representing the majority of the business owners in the community. He sees the community's need for a daytime resource center and supports the request. He stated that he is prepared to begin the fundraising for the facility.

J. Wiezbiskie asked how much money is needed.

D. Bartikofsky stated it is \$58,000 to do the build out. That includes putting in heat, air, flooring, painting, electrical, plumbing, and painting outside.

Bonnie Lutzow – 735 S. Adams Street: B. Lutzow stated that she is in complete support of the Resource Center.

Skip Heverly – 826 S. Madison: S. Heverly agrees that there is a need for a shelter, but he is opposed to this location. He is concerned with the buildings state of disrepair, the proximity of the center to schools, and that there is only a daytime center for five months of the year.

Jakori Pate – St. John's Shelter: J. Pate stated that she has benefited greatly from the shelter at St. John's and is asking for the Plan Commission to support the daytime resource center.

Jason Kubond – 411 St. John's Street: J. Kubond stated that he has benefited greatly from the shelter at St. John's and he is asking for the Plan Commission to support the daytime resource center.

Bobbie Lison – 1247 Lawe Street: She stated she is the president of the Brown County Housing and Homeless Coalition. The Coalition supports the daytime center. She is also a resident of the Astor Neighborhood, a financial health counselor at Catholic Charities, and a member of HOPE Team 3. She sees the community need for a daytime resource center and supports the request.

Molly Martzke – 1125 S. Monroe Avenue: M. Martzke stated she is a resident of Astor Neighborhood and is asking that the Task Force come back to the neighborhood as they have additional questions that they have not had the opportunity to discuss.

Katie Houle – 701 S. Jackson Street: K. Houle stated she is on the board for the Astor Neighborhood. She is requesting more time to work with the Task Force as this has happened very quickly and has many questions that need to be answered. Her concern is the people who may have issues that cause problems at the shelter, and that there would be no nighttime shelter for five months of the year.

Ald. J. Wiezbiskie asked K. Houle if she was at the Neighborhood Meeting on March 10<sup>th</sup> and asked about how many people were present. He also asked where she had heard about this project as she mentioned she had been to a couple of meetings. He asked why they had learned more tonight about this project than when they met with the Task Force.

K. Houle stated she was at the annual meeting, and there were roughly 20 in attendance. She stated the Task Force came to their January Board meeting. She stated she was not aware this presentation was going to be done until she saw the agenda for the Board meeting. She doesn't understand the zoning process as she is not involved with it regularly. At the first meeting they didn't have time to compile any questions and feels it wasn't productive.

S. Bremer asked why people didn't hear about this until March when the Task Force came to their board meeting in January.

K. Houle stated that there was no formal action taken by the board at that time because they were waiting to hear back from the HOPE Task Force as to their next steps.

Tina Rybak – 824 S. Jackson Street: T. Rybak stated she is a resident of the Astor Neighborhood and serves on their Board. She stated many of the individuals in the neighborhood are opposed at this time and the Board does not have an official position. She is asking the Plan Commission to deny the request or at the very least send it back to the Neighborhood for more discussion. She is concerned about the location of the Resource Center, which is too close to the trail and schools for safety reasons.

Keith Obermiller – 727 S. Quincy: K. Obermiller stated he is an Astor Park resident and works at American Foods, just north of the subject site. He is opposed to the request and is concerned about safety on the trail and outside of American Foods.

Sara Wall – 410 Cass Street: S. Wall stated that she is opposed to the request and is concerned about the building condition, location, and the need for a long term solution.

Dan Robinson – 446 Cook Street, De Pere: D. Robinson stated he is on the Brown County Board of Supervisors and the Hope Task Force and looking at more long range plans to address homelessness and poverty in the community. This Center is just a piece of the whole picture to address homelessness and poverty.

The following left without speaking: Scott Houle, Tyler Lenz, and Jennifer Lenz.

Ald. Mark Steuer – M. Steuer stated this has been an on-going issue and a long-term planning process. There were other buildings that have been looked at, but due to zoning, size, or other issues this has been the best location to meet the needs. They are looking for a temporary structure to get the Center up and running and a long term location after a few years. This is a resource center and not a homeless shelter. They do not expect that it will be a “cure all” to address the challenges of homelessness.

Ald. Tim De Wane – T. De Wane stated he was asked by Mayor Schmitt to create a task force. There was a lot of work and effort put into this project. We now have a perfect location as there is nothing but water to the west and it is off the “beaten path”. This population needs a facility like this; something stable. He stated he is in favor of the CUP tonight.

L. Queoff stated there was some very compelling testimony heard this evening. She said that she does not want to delay this process and is hopeful this project will go forward. She believes after the comments made from the neighborhood, LSS would be able to now work with them on the issues at hand.

T. Duckett states he feels there is an opportunity here. He stated this building is a good place to start.

Ald. J. Wiezbiskie stated that homelessness will always be around. He also commended the guests from the homeless shelter to come out and speak. This is a solution that is being attempted to be handled by the City and not from the County. He feels this should be a City / County solution. They are here tonight to act on a CUP relative to this property where the property is in a neighborhood bounded by an area where people do not want this facility. Tonight he is hearing people object to the location of the Center but still acknowledging the need for a daytime resource center. He stated that he plans to follow staff recommendations. He believes time has not been well spent to satisfy the constituents in this particular district to have them feel good about this. He stated he has a hard time as why money and time would be spent for a building that is only temporary and will eventually be torn down for a park.

J. Wiezbiskie made a motion, seconded by J. Reck, to hold over the request to allow further communication and problem solving between the applicants and the Neighborhood.

J. Reck stated that he is not convinced that additional time will change any positions within the Neighborhood, but they should be given time to be informed. He does have a concern regarding the location because of the fact that it is adjacent to the Fox River and Fox River Trail, that it is designated as Public in the Comprehensive Plan, and that a 5 year approval could become 15 years.

S. Bremer asked Ald. J. Wiezbiskie and J. Reck if the intention is to hold over the item to the next meeting in two weeks. She does not feel this should be delayed for a long period of time.



Ald. J. Wiezbiskie said that he does not believe that two weeks would be enough time and asked Planning Staff to answer that question and what they would recommend.

N. Sparacio stated that Staff would like more than 2 weeks in order to resolve issues that were brought up tonight.

S. Bremer stated she is against the motion. There is very good evidence that people can turn their lives around. We do have the example of Wellspring in the City. She does agree that self-policing is not enough; but is a goal. We are talking about providing expert help and training. She is struck by the comments from the Astor Neighborhood that most were in favor of the location and the comment that they are a strong neighborhood and need to all be on board to move it forward. She suggested that the neighborhood take the time and effort to work with LSS. She feels this seems like a good idea for this building today and sounds like there will be funding available to fix up the building as we are getting ready for the next step to turn the area into park land.

T. Gilbert stated he too is against the motion. He stated he is prepared to accept the requested CUP as proposed. Although it is not a perfect location, and issues still need to be resolved, this is a solid and sound proposal.

M. Conard stated she had wanted a daytime solution since St. John's opened. She thinks the resource center is a community need; however, she cannot support the location. The location is in a park and adjacent to the Fox River Trail. A facility like this should not be in the center of our parks. Other issues include that it is too close to schools and the question of where they go at night during the five months when St. John's is not in operation. She agreed that if there is money and resources going into a building in order to support this, 5 years may turn into longer. There will be a segment of the guests who will cause problems, and there is not a clear explanation of how those challenges will be handled. Answers to these questions are needed before she can support this request.

M. Conard called for a vote on the motion on the floor. Motion defeated 3-4. (Opposed L. Queoff, T. Gilbert, S. Bremer, T. Duckett)

T. Duckett made a motion, seconded by L. Queoff, to approve a Conditional Use Permit (CUP) to authorize an educational use within a Light Industrial (LI) District for New Visions Lutheran Social Services (LSS) Daytime Resource Center, 100 East Mason Street, submitted by Jane Jordan, Lutheran Social Services of Wisconsin and Upper Michigan, LLC subject to the following:

- a. Compliance is required with all applicable City ordinances including, but not necessarily limited to, site plan and building plan review and approval.
- b. This conditional use approval is limited specifically to the site and operational plans provided with the application. There shall be no alteration or expansion of the use without Plan Commission and City Council approval.
- c. At the discretion of the Common Council, Plan Commission, or the Planning Director, a periodic review may be required by the Plan Commission and Common Council to ensure compliance with this Conditional Use Permit and to identify any areas of concern with the use as the result of police calls or zoning violations.
- d. Unless this conditional use approval expires or is revoked sooner for any other circumstances, it will expire on April 30, 2019. If an extension is desired, a CUP amendment can be applied for at that time.

Motion carried 4-3. (Opposed M. Conard, J. Wiezbiskie, and J. Reck)

**INFORMATIONAL:**

**OTHER:**

Director's Update on Council Actions

B. Lockery reported the following information:

- The Common Council approved the Anduzzi's sign.
- The Common Council adopted the Downtown Plan unanimously.
- The Common Council approved the CUP's for the Fort Howard Cemetery and Empire Beauty School.
- The Common Council approved the PUD amendment for the property at 2430 Finger Road.
- The Common Council approved the zoning for House of Hope.
- The new Director is Kimberly Flom and will be starting on April 14, 2014. Kimberly is coming from Orland Park, IL and is originally from Menasha.

**SUBMITTED PETITIONS: (for informational purposes only)**

A motion was made by Linda Queoff and seconded by S. Bremer to adjourn the meeting. Motion carried.

Meeting adjourned at 9:34 p.m.